

Application Form 2024



Bucksmore
EDUCATION

Section One: Course Selection



Did you know you can apply online?

We have an [online application form](#) which is quicker to complete and allows us to process your booking faster. You can access it via the link and QR code.

If you would prefer to use this PDF, please complete digitally and email to apply@bucksmore.com

Location	Course	Age Range	Week 1 2 July - 9 July	Week 2 9 July - 16 July	Week 3 16 July - 23 July	Week 4 23 July - 30 July	Week 5 30 July - 6 Aug	Week 6 6 Aug - 13 Aug
English Foundation - All English Levels								
Bucksmore English								
OIC Brighton	Bucksmore English	Ages 10-16						
Intensive English								
St Hilda's College, Oxford	Intensive English	Ages 13-16						
King's College London	Intensive English	Ages 13-18						

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Section Two: Personal Details

Student Details

First name		Family name	
Date of birth		Gender	
Nationality		First language	
Passport No.		Mobile phone	
Email			

Parent/Guardian Details

First name		Family name	
Title		Country	
Home address			
Home phone		Mobile phone	
Email		Booking contact email	

Emergency Contact

First name		Family name	
Relationship to student		Phone (including country code)	
What is the emergency contact's native language?		Does the emergency contact speak English?	Yes No
Secondary emergency contact name		Phone (including country code)	

Additional Student Information

Is this your first time at Bucksmore?	Yes		No	
Student's English language level?	Beginner (A1)		Elementary (A2)	
	Intermediate (B1)		Upper-Intermediate (B2)	
	Advanced (C1)		Proficient/Native (C2)	
How did you hear about Bucksmore?				
If you are a Nord Anglia student, what is the name of your school?				
Are you interested in home tuition before or after your summer course?	Yes		No	
	<i>If you tick 'YES', Bucksmore Home Tuition will contact you using the email address provided above regarding home tuition options. For more information, please visit www.bucksmore.com/home-tuition</i>			

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Section Three: Medical Information

Student Medical Information

IMPORTANT: Please ensure that the medical form is completed accurately and in detail to enable us to provide the highest level of care for your child/student.

If you become aware of any issues (for example a mental health condition, medication being taken an allergy or any other) after you have sent in the application form it is your responsibility to tell us immediately. If students arrive with health (or mental health) conditions and we have not been fully informed of these it may affect our ability to properly look after them, and in some cases this may mean we are not able to accept them onto a course.

If necessary please send additional details to info@bucksmore.com.

DOES THE STUDENT HAVE ANY OF THE FOLLOWING?

PHYSICAL DISABILITIES?	YES	NO	ASTHMA?	YES	NO
LEARNING DISABILITIES OR DIFFICULTIES?	YES	NO	EPILEPSY?	YES	NO
ANY SPECIAL REQUIREMENTS OR NEEDS?	YES	NO	DIABETES?	YES	NO
ANY MENTAL HEALTH ISSUES?	YES	NO	OTHER?	YES	NO

IF YOU ANSWERED YES TO ANY OF THE ABOVE, PLEASE GIVE DETAILS:

DOES THE STUDENT HAVE ANY ALLERGIES? YES NO

E.G. Medicine, animals, etc.

ANY DIETARY REQUIREMENTS? YES NO

E.G. Eating disorders, intolerance to certain foods, etc.

IF YOU ANSWERED YES TO ANY OF THE ABOVE, PLEASE GIVE DETAILS:

IS THE STUDENT TAKING ANY MEDICATION? YES NO

ANY SPECIAL MEDICAL NEEDS? YES NO

IS THERE ANYTHING ELSE WE SHOULD KNOW ABOUT? YES NO

E.G. Emotional or behavioural conditions, motion sickness, homesickness, fears or phobias, etc.

IF YOU ANSWERED YES TO ANY OF THE ABOVE, PLEASE GIVE DETAILS:

I CONSENT FOR THE STUDENT TO BE GIVEN THE FOLLOWING IF NECESSARY:

PARACETAMOL	YES	NO	ANTISEPTIC CREAM	YES	NO
IBUPROFEN	YES	NO	SUN CREAM	YES	NO

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Section Four: Conditions of Acceptance

Arrivals and departures (UK)

All students arriving and departing on the designated days between 09:00 and 19:00 at Heathrow or Gatwick airport will be entitled to a free transfer service, including a personal meet and greet from Bucksmore staff upon arrival.

Students studying in London based courses are entitled to this service if arriving at London City Airport, or St Pancras International railway station.

On departure days, a Bucksmore representative will take students to the check-in desk and ensure they are checked in and sent through security. Bucksmore will also arrange transport for students transferring between centres free of charge.

Students arriving or departing at any other airport or outside of the hours of 09:00 and 19:00 will be charged a supplementary transfer fee and will travel by private taxi (if requesting a private transfer). Please see the Transfer Information document supplied alongside this booking form for prices and details.

After receiving a booking confirmation, please download and complete our Airport Transfer Request Form as soon as you know your flight details, and return it to Head Office at least four weeks before arriving.

If you are making your own arrangements to arrive at the centre directly, please let Head Office know your arrival details in advance so we can inform the Centre Manager.

No refunds can be issued for students not using the complimentary Bucksmore transfer service.

Cancellation Policy

Cancellations must be made in writing to Bucksmore Head Office. Once booking confirmation has been received, the following cancellation fees will apply:

- 30 days or more prior to arrival - 25% of total fees
- 7-29 days prior to arrival - 50% of total fees
- 0-6 days or more prior to arrival - 100% of total fees

In case of visa refusal, all fees will be refunded minus an administration fee of £100. Please send evidence of refusal to Head Office to claim this refund.

Damage and lost keys

Bucksmore will pass on any charges for damage caused to college property by students. Students will also be liable for any fees incurred for lost or damaged keys. This fee can be paid directly to the host college by students before a replacement is issued.

Personal belongings

Bucksmore Education is not liable for any loss or damage of personal belongings during the student's stay.

Student behaviour

Bucksmore Education reserves the right to remove any student from a centre if their behaviour is deemed to be against the best interests of the program. Bucksmore Education will not be liable for any resulting costs.

Insurance

Insurance is included in our course fees. Full terms and conditions of the cover provided by One Broker are available upon request. Our insurance covers medical and cancellation fees.

Payment

A £500 reservation fee must be paid on receiving the booking confirmation in order to reserve a space on the requested course. This reservation will expire on **30 April 2024** - unless a full balance payment is received. If full payment is not received by this date, we cannot guarantee that the requested course will still be available. Full payment will be expected by return for bookings made on or after 30 April 2024. Students whose fees have not been paid in full will not be permitted to join their programme with Bucksmore.

Acceptable means of payment include:

- Online payment via Flywire
- Bank transfer
- Credit card (Visa/Mastercard)

When arranging a bank transfer please ensure your bank clearly shows your name, the student's name and the Bucksmore invoice number on the transfer advice, and return the Payment Advice form to Head Office.

Please also ensure that the full invoiced amount is transferred (without the deduction of bank charges).

Making a booking

Complete all sections of this booking form, sign and return it to Bucksmore Head Office by:

- Email: info@bucksmore.com

Wait to receive booking confirmation before booking flight tickets.

To enquire about availability, please visit our website bucksmore.com or call us with any questions on +44 (0) 203 334 9300.

Privacy Policy

Bucksmore Education is a part of Nord Anglia Education. We are committed to keeping your data safe and respecting your privacy. If you would like further information on how your personal information is managed please take a look at our Privacy Policy here:

bucksmore.com/cookies-and-privacy-policy

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Section Five: Consent

Photography and Videography consent

Bucksmore Education would like to use images and videos taken at the centre for publicity material during and after the summer.

Can we use images of the child you are enrolling for this purpose?

I consent	<input type="checkbox"/>
I do not consent	<input type="checkbox"/>

If you change your mind, you can withdraw your consent at any time by sending an email to info@bucksmore.com.

Free Time Consent

Do you consent to the child you are enrolling to have limited remotely supervised free time during excursions and on site for the date and duration specified by the centre?

I consent	<input type="checkbox"/>
I do not consent	<input type="checkbox"/>

If you change your mind, you can withdraw your consent at any time by sending an email to info@bucksmore.com. You can find more information about each centre's free time policies on our website: bucksmore.com/important-things-to-know

Booking consent

- Further details for payment methods will be sent out to you with the booking confirmation.
- By returning this form I agree to the terms as laid down in both the above booking information and the Terms & Conditions document that can be downloaded from our website (bucksmore.com/terms-and-conditions).
- In case of illness or injury to the child, as the legal guardian, I hereby grant permission to Bucksmore & its agents to authorise any medical treatment advised by the attending medical consultant and I undertake to pay for any such treatment not covered by insurance.
- I understand that Bucksmore Education are not liable for any loss or damage of personal belongings during the above named student's stay.
- I understand that all fees and expenses must be settled prior to the start of the course and that failure to comply may result in the booking being cancelled.

Signed

Date

Print name

Relationship
(e.g. Parent/
Guardian)